

Welcome to VISTA Progress Report Presentation

This Power Point Presentation is designed to:

- **Learn/Review how to complete and submit a VISTA Progress Report through eGrants system.**

Kapila Wewegama
eGrants Coaching Unit
JBS International/Aguirre Division
1-888-333-8272

Logging onto eGrants

http://www.cns.gov/

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** ★★ ★

Forms | Advanced Search
FONT SIZE: Default | Large

**National Service
Response to
the Hurricanes**
Learn more **GO**

Get Involved!
Lead. Inspire. Change the World. Again.

About Us	For Organizations	For Individuals	Our Programs
<ul style="list-style-type: none">Volunteering in AmericaOur Role and ImpactStrategic PlanOur ProgramsNewsroomMedia Kit MaterialsNational Service CalendarMake a DonationEmploymentSearchContact UsNational Service CatalogSpirit of Service AwardsPresident's Council on Service and Civic ParticipationOffice of Inspector General More About Us	<ul style="list-style-type: none">How Can National Service Help Our Organization?Which Program Is Right for Our Organization?New Funding OpportunitiesManage Current Grants and ProjectsFind Volunteers and MembersTools, Training, and InformationThe Resource CenterFor Faith-Based and Other Community OrganizationsFrequently Asked Questions More for Organizations eGrants	<ul style="list-style-type: none">Why Get Involved?I'm Ready to ServeBenefits of ServiceFrequently Asked QuestionsCurrent Members and VolunteersSpread the Word More for Individuals Join Now	<ul style="list-style-type: none">Senior CorpsAmeriCorpsAmeriCorps*VISTAAmeriCorps*NCCCLearn and Serve AmericaSpecial InitiativesMartin Luther King Jr. Day of ServicePresidential Freedom Scholarship ProgramUniversities Rebuilding America

National Service in Your State
Select a State

Other National Service Programs

In Focus

Stories of Service

As a Foster Grandparent, Lucy Williams has served children with developmental disabilities for 28 years. She helps them develop skills to be as independent as

start Thank You - Mozilla Fi... Corporation for Natio... VISTA Presentation.ppt 7:00 AM

To begin your eGrants account creation process, logon to CNCS homepage at www.cns.gov

Please click on "eGrants" link to open the eGrants Welcome Page.

Logging onto eGrants

http://www.cns.gov/egrants/index.asp

Corporation for
NATIONAL & COMMUNITY SERVICE

Contact Us | Site Map | Site Index

Enter a Search Term

Forms | Advanced Search
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Serving Communities and Country

HOME About Us For Organizations For Individuals Our Programs

eGrants

[eGrants Home](#)

- + Introduction to eGrants Phase II
- + Help / Assistance
- + Notices of Funding Availability
- + Feedback
- + Hours of Operation
- + Be a Peer Reviewer

National Service in Your State

Select a State

Other National Service Programs

Hurricane Volunteer Support Fund

In the wake of the recent hurricanes, the Corporation is coordinating volunteers to assist with repair and relief efforts in areas affected by this devastating storm. Your donation will support volunteers in providing food and shelter, managing donations, helping victims get necessary assistance, and long-term rebuilding efforts.

[Donate Now to our Disaster Relief Fund](#)

eGrants

Welcome to eGrants

eGrants is the Corporation for National and Community Service's web-based system for:

- ◆ Submission and tracking grant applications and concept papers;
- ◆ On-line grant application peer review;
- ◆ Negotiating and awarding grants and cooperative agreements;
- ◆ Managing grants and cooperative agreements including processing amendments, continuations; and
- ◆ Financial Status and Progress Reporting.

eGrants System Status
as of Wednesday, February 22, 2006

SYSTEM OPERATING NORMALLY

Help Desk Information:

Phone: 888-677-7849 (extension 533 if needed)
Email: egrantshelp@cns.gov
Hours of operation: 8:00 AM to 6:00 PM Eastern time, Monday through Friday

Login:

Please click here to Use eGrants Phase II

Please click here to begin creating an eGrants account. If you already have an eGrants account, you will also use this link to log on to your eGrants account.

Logging onto eGrants

The screenshot shows the Microsoft Internet Explorer browser window. The address bar displays 'nts.cns'. The 'Tools' menu is open, showing 'Pop-up Blocker' with a sub-menu containing 'Turn Off Pop-up Blocker' and 'Pop-up Blocker Settings...'. A yellow callout points to 'Turn Off Pop-up Blocker' with the text: 'Turn off the Pop-up blocker on your web browser.'

The main content area shows the 'eGrANTS' login page. The 'LOGIN' section has fields for 'User Name' and 'Password', a 'Remember me' checkbox, and a large block of text regarding system security and the 'system's rules of behavior'. Below the text are links for 'Login to eGrants', 'Forgot your password? Get help', 'Don't have an eGrants account? Create an account', and 'View system rules of behavior'. At the bottom, there is a link 'Click here to disable the pictures' with an unchecked checkbox. A yellow callout points to this checkbox with the text: 'If you disable the pictures built into the eGrants templates, it will speed up screen refreshes.'

Another yellow callout points to the 'Password' field with the text: 'Log into eGrants system by entering your user name and password.'

Locating the Progress Report

3/6/2007, 3:53 PM, EST

[home](#)

[my account](#)

[help](#)

[logout](#)

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eGRANTS



eGRANTS MESSAGES

Welcome James

VIEW MY GRANTS/APPLICATIONS

- ➔ View all application/grants
- ➔ 3 Grantee edit of concept paper
- ➔ 6 Grantee edit of application or report
- ➔ 2 Subapplicant edit of application
- ➔ 1 Subapplication being reviewed by prime
- ➔ 1 Awarded

Creating an Application

- New** ➔
- Continuation/Renewal** ➔
- Amendment** ➔
- Concept Paper** ➔

Managing My Account

- Click on the links below to access common account functions.
- My Account** ➔
 - Equal Opportunity Survey** ➔
 - Org has users awaiting approval** ➔

Reporting to CNCS

- Financial Status Report** ➔
- Progress Report** ➔
- PPVA Report** ➔

508 Approved | [Report a Bug](#) | [disable the pictures](#)

In order to view/edit VISTA Progress Reports, please click on this link.

Opening the Progress Report


3/6/2007, 3:57 PM, EST

home my account help logout

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eGRANTS

PROGRESS REPORT FOR EXISTING GRANTS

Grant #07VSNIL003 - VISTA State 

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Welcome James

Existing grants will be listed here. Click on the arrow icon listed next to the grant that you would like to view/edit/print Progress Reports. This will list all the Progress Reports related to the chosen grant.

eGRANTS

PROGRESS REPORT FOR EXISTING GRANTS

Welcome James

Grant #07VSNIL003 - VISTA State 

Reporting Date	Due Date	Extension Date	Status	
01/21/2007 - 03/31/2007	03/31/2007		Progress Report Initial Entry	edit print

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In order to view/edit a VISTA Progress Report, please click on "edit" link.

Progress Report & Sections

eGRANTS

Welcome James

Progress Report

cancel next

Report Information

- Data Updates
- Member Development
- Project Plan
- Narratives
- Review and Submit

Grant Info

Grant #: 07VSNIL003

Project Period
01/21/2007 - 12/22/2007

Status: Progress Report Initial Entry

Legal Applicant I

Chicagoland Comm
Center
5555 Lake Drive
Chicago, IL 60640

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Progress Report

Did you select the Progress Report for the correct reporting period? If so, click on the "next" button to continue. If not, click "cancel" and select the correct report.

Grant #: 07VSNIL003 - AmeriCorps VISTA State FY 2007

Due Date: 03/31/2007

Status: Progress Report Initial Entry

Reporting Period: 01/21/2007 - 03/31/2007

cancel next


REPORTING PERIODS

Project Start Dates:	Due Dates:
October 1 through December 31	January 31
January 1 through March 31	April 30
April 1 through June 30	July 31
July 1 through September 30.	October 31

Please check with your State Office regarding your state specific Due Dates.

cancel next

Data Updates Section

eGRANTS

Welcome James

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[Data Updates](#)

[Member Development](#)

[Project Plan](#)

[Narratives](#)

[Review and Submit](#)

Grant Info

Grant #: 07VSNIL003

Project Period
01/21/2007 - 12/22/2007

Status: Progress Report
Initial Entry

Legal Applicant Info

Chicagoland Community
Center
5555 Lake Drive
Chicago, IL 60640

Progress Report

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Data Updates

of VISTA Members on board at end of reporting period:

of VISTA Members supported by cost share:

of Community Volunteers serving:

of Community Volunteers serving who are Baby Boomers:

of Service Hours performed by Community Volunteers:

Dollar value of cash resources developed by VISTA Members:

Dollar value of non-cash resources developed by VISTA Members:

Enter the appropriate numbers for each line item. If the value for a certain line item is zero, please enter 0.

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Member Development Section

Welcome James

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➔ Member Development

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Grant Info

Grant #: 07VSNIL003

Project Period
01/21/2007 - 12/22/2007

Status: Progress Report
Initial Entry

Legal Applicant Info

Chicagoland Community
Center
5555 Lake Drive

Progress Report

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Member and Sponsor Development

Please indicate the subject areas addressed in orientations, trainings or other technical assistance provided to AmeriCorps*VISTA members or Sponsors/Supervisors during this reporting period. Indicate the number of Members or Sponsor/Supervisors who were trained in each subject area. In columns 4 & 5, indicate whether the training was funded by the Corporation or by other entities by checking the box.

	AmeriCorps*VISTA Members	Supervisors	CNCS Funded	Funded by Other Source	
On-Site Orientation			N	N	edit
Community Outreach			N	N	edit
Community Volunteer Generation/Recruitment			N	N	edit
Effective Volunteer Management			N	N	edit
Resource Mapping			N	N	edit
Resource Development/Fundraising			N	N	edit
Grant Writing			N	N	edit
Organizational Development			N	N	edit
Performance Measures			N	N	edit
Tracking Systems			N	N	edit
Information Technology			N	N	edit
Developing On-Site Orientations and Training Plans			N	N	edit
Other (Please Specify)			N	N	edit

To enter data into any one of these Member and Sponsor Development subject areas, click on "edit" link listed next to the appropriate subject area. This will open up a popup window to enter data. You will only input data for member and/or supervisor trainings that occurred during this reporting period.

If the subject area is not listed, use Other line item to input your data.

Member Development Section

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https://204.124.231.9 - Member and Sponsor Development - Microsoft Internet Explorer

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eGRANTS

Member and Sponsor Development

cancel save save & close

Please enter/edit the information for **Other (Please Specify)**

AmeriCorps*VISTA Members:

Supervisors:

CNCS Funded: ☒

Funded by Other Source: ☒

Comments (Max: 100 chars)

How to effectively build partnerships.

cancel save save & close

Indicate whether the event was funded by CNCS and/or other funding source.

Indicate the type of specific training provided.

Chicago Center

https://204.124.231.9/espan/gr_prog/mbrdev_popup.jsp?pr=63799&app

Internet

Member Development Section

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Grant Info

Grant #: 07VSNIL003

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01/21/2007 - 12/22/2007

Status: Progress Report
Initial Entry

Legal Applicant Info

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Center
5555 Lake Drive
Chicago, IL 60640

Progress Report

⏪ back

next ⏩

Member and Sponsor Development


Please indicate the subject areas addressed in orientations, trainings or other technical assistance provided to AmeriCorps*VISTA members or Sponsors/Supervisors during this reporting period. Indicate the number of Members or Sponsor/Supervisors who were trained in each subject area. In columns 4 & 5, indicate whether the training was funded by the Corporation or by other entities by checking the box.

	AmeriCorps*VISTA Members	Supervisors	CNCS Funded	Funded by Other Source	
On-Site Orientation			N	N	edit
Community Outreach			N	N	edit
Community Volunteer Generation/Recruitment			N	N	edit
Effective Volunteer Management			N	N	edit
Resource Mapping			N	N	edit
Resource Development/Fundraising			N	N	edit
Grant Writing			N	N	edit
Organizational Development			N	N	edit
Performance Measures			N	N	edit
Systems			N	N	edit
Technology			N	N	edit
Developing On-Site Orientations and Training Plans			N	N	edit
Other (Please Specify)	5		Y	Y	edit

The data you input into the popup windows will populate in the template.

Project Plans Section

eGRANTS



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Legal Applicant Info

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Center
5555 Lake Drive
Chicago, IL 60640

Progress Report

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Project Plans

Report progress for each Projectplan.

projectplan entered

projectplan not entered

has performance measure(s)

Project Plans

1.	Adult Education and Literacy *	enter/edit progress to date
2.	Adult Education and Literacy *	enter/edit progress to date

508 Approved | Report a Bug | disable the pictures

backnext

Progress reporting templates for all the goal statements and result types (with and without performance measures) you created in the application will be listed here.

Project Plans Section

https://204.124.231.9 - Project Plan - Microsoft Internet Explorer

Progress Report

cancel save save & close

Project Plan

Service Category: Adult Education and Lit

Service Background and Action Plan:

Goals

Develop/enhance components of existing elementary school aged literacy programs at placement sites by strengthening their capacity in key areas. During this three year project, VISTA members will develop a sustainable system to improve tutor training, track student progress, develop fundraising and public awareness strategies, and implement a system to evaluate the effectiveness of the literacy services.

Service Activities

During project year one, ten AmeriCorps*VISTA members will conduct site assessments at ten individual placement sites. Given the findings, VISTAs will develop/enhance some or all of the following literacy program components of an existing elementary school literacy program: tutor recruitment and training, participant tracking database, fundraising strategies, and a system to evaluate the effectiveness of the literacy services. In addition, VISTA members will train local site staff in how to use the new program components they develop or enhance. Individual sites may be served up to three years based on attainment of minimum program standards.

Result Type: Output
Performance Measure ☒

Results

During the first year, components of an existing literacy program will be developed or

Done Internet

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Project Plans Section

3/12/2007, 9:34 AM, EST

home my account help logout

https://204.124.231.9 - Project Plan - Microsoft Internet Explorer

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Welcome

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Review

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Grant #:

Project Pe

01/21/20

Status: P

Initial Ent

Service Background and Action Plan:

Goals

Develop new literacy programs at five sites serving elementary school-age youth. During this three year project, VISTA members will develop and assist with the implementation of a literacy program, train staff in the new components of the program, and establish collaborative fundraising procedures to raise awareness of literacy issues in the community and sustain the literacy programs.

Service Activities

During Year 1, five AmeriCorps*VISTA members serving at individual placement sites will develop and implement a new literacy program, including systems to recruit, train, supervise, and sustain volunteer tutors; enroll and track participants; and evaluate participants' progress.

Result Type: Output
Performance Measure ☐

Results

During the first year, literacy program components will be developed, including systems for volunteer tutor recruitment and training, and participant enrollment and tracking

Planned Period of Accomplishment
October 31, 2007

Actual Period of Accomplishment

Progress this reporting period

Done Internet

For the Result Types which are not identified as Performance Measures (Performance Measure box not checked), you only required to indicate the Actual Period of Accomplishment and describe the progress for the reporting period (no data fields in regard to indicator and target).

Project Plans Section

3/8/2007, 1:51 PM, EST

home my account help logout

https://204.124.231.9 - Project Plan

Result Type: End Outcome
Performance Measure ☒

Results

During the first year, trained staffs components.

Planned Period of Accomplishment December 31, 2007

Actual Period of Accomplishment

Indicator

Percent of trained staff will score "Good/Very Good" on their ability to utilize the component system that was developed or enhanced.

Target #(number) or %(percent) 70 %

Actual to date

How Measured
Recipient satisfaction survey

Description of Data Collection
Staff Performance Review completed by supervising senior staff who observed practices.

Progress this reporting period

cancel save save & close


Chicago Center
5555 Lake Drive
Chicago, IL 60640

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back next

For the Result Types identified as Performance Measures (Performance Measures Box checked), in addition to indicating the Actual Period of Accomplishment, you are also required to enter the current achieved number/percentage for the target and describe the progress for the reporting period.

Project Plans Section

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Grant Info
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01/21/2007 - 12/22/2007
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Chicagoland Community
Center
5555 Lake Drive
Chicago, IL 60640

Progress Report [back](#) [next](#)

Project Plans
Report progress for each Projectplan.
☒ projectplan entered ☐ projectplan not entered * has performance measure(s)

Project Plans		
1.	<input type="checkbox"/> Adult Education and Literacy *	enter/edit progress to date
2.	<input checked="" type="checkbox"/> Adult Education and Literacy *	enter/edit progress to date

When you enter and save data into a Project Plans, a green check mark will appear next to that project plan indicating that you have entered data.

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Narratives Section

CGRANTS

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Grant Info

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Project Period

01/21/2007 - 12/22/2007

Status: Progress Report

Initial Entry

Legal Applicant Info

Chicagoland Community Center

5555 Lake Drive

Chicago, IL 60640

Progress Report

Narratives

Please enter for the current reporting period

✓ narrative entered ?

→ narrative not entered ?

→ Challenges	add narrative
→ Recruitment	add narrative
→ Training/Technical Assistance Needs	add narrative
→ Partnership/Collaboration Development	add narrative
→ Resource Development	add narrative
→ Sustainability	add narrative
→ Multi-Site Performance	add narrative
→ Other Accomplishments	add narrative
→ Stories	add narrative
→ Attachments and Links	add narrative

508 Approved | [Report a Bug](#) | [disable the pictures](#)

back

next

To enter text into any of the narrative fields, please click on these links. When you click on these links, it will open up a pop up window to enter data for the relevant narrative item.

Narratives Section

The screenshot shows the eGRANTS web application interface. At the top, there is a navigation bar with links for 'home', 'my account', 'help', and 'logout'. Below this, the 'eGRANTS' logo is prominently displayed. A sidebar on the left contains a list of navigation options: 'Welcome', 'Progress', 'Report', 'Data', 'Member', 'Project', 'Narrative', and 'Review'. The main content area features a 'cancel', 'save', and 'save & close' button bar, followed by a 'reporting period' field. A context menu is open, showing options like 'Undo', 'Cut', 'Copy', 'Paste', 'Delete', and 'Select All'. Three yellow callout boxes provide instructions and tips: one explains the recommended workflow for entering text, another lists three reasons for using a word document, and a third warns that the system does not support formatted text. The footer includes a status bar with '508 Approved', a 'Report a Bug' link, and a 'disable the pictures' option, along with 'back' and 'next' navigation buttons.

3/12/2007, 10:05 AM, EST

home my account help logout

Corporation for NATIONAL & COMMUNITY SERVICE

https://204.124.231.9/espan/gr_prog/narrative_popup.jsp?textid=803815&sid=fee1a7...

eGRANTS

cancel save save & close

reporting period

Undo
Cut
Add this page to my Yahoo! Bookmarks
Email this page to Friend
Copy
Paste
Delete
Select All

Whenver you enter text into eGrants text fields, we strongly encourage you to create that information on a word document. You can copy the data from your word document and paste it in the eGrants text field by having your cursor in the text field and right clicking your mouse.

Three Good Reasons to do your text on a word document:

- 1.You will have a back up record.
- 2.You can do a character count to find out the size of your text.
- 3.You can spell check your work.

Don't forget: eGrants cannot take formatted text.

Grant In
Grant #:
Project Pe
01/21/20
Status: P
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Chicago
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5555 Lake Drive
Chicago, IL 60640

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Narratives Section

eGRANTS

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Narratives

Please enter for the current reporting period

✓ narrative entered ?

➔ narrative not entered ?

✓ Challenges	add narrative
➔ Recruitment	add narrative
➔ Training/Technical Assistance Needs	add narrative
➔ Partnership/Collaboration Development	add narrative
➔ Resource Development	add narrative
➔ Sustainability	add narrative
➔ Multi-Site Performance	add narrative
➔ Other Accomplishments	add narrative
➔ Stories	add narrative
➔ Attachments and Links	add narrative

Once you enter data into a text field and save, a green check mark will appear next to that text field indicating that you have entered data. Data needs to be entered into all the Narratives fields. Otherwise, you will not be able to submit your Progress Report.

Legal Applicant Info

Chicagoland Community
Center
5555 Lake Drive
Chicago, IL 60640

Narratives

Challenges

Describe any challenges encountered during this reporting period. Be sure to include whether challenges have been resolved, or, if they remain unresolved, the plans to address them.

Recruitment

Please describe efforts being made toward recruitment of AmeriCorps*VISTA members. Include any best practices developed, or specific challenges faced. Please describe steps you are taking to ensure a smooth transition between outgoing and incoming AmeriCorps*VISTA members.

Training/Technical Assistance Needs

What type of assistance can the Corporation provide to you and your organization at this time? If there is a need to make revisions to the current Project Plan, please contact your Program Specialist.

Partnership/Collaboration Development

Are other Corporation and non-Corporation programs collaborating with the AmeriCorps*VISTA project? If so, please list the programs or organizations and briefly describe the collaborative activities.

Resource Development

Describe the resources recorded in the Demographics section for this reporting period. The description should include the source and the use of each cash or non-cash donation. In addition, the description should include the activities of community volunteers and the strategies used to leverage community volunteers. In addition, please identify the AmeriCorps*VISTA members responsible for obtaining the resource. For the definition of community volunteer, please see

Definitions.

CNCS General VISTA Progress Report Instructions could be found at:
http://www.americorps.gov/forms/ac_vista_progress_report.pdf

Sustainability

Describe specific organizational strategies that are in place to sustain the results of the project. What is your plan for transitioning your project away from AmeriCorps*VISTA resources?

For the final report of the current program year, please include a summary describing project accomplishments and impacts during the past year that will remain in the community upon completion of the project, and how local residents and project beneficiaries have been involved in the implementation of the project.

Multi-Site Performance

If you have AmeriCorps*VISTA members placed at multiple sites, please describe how you oversee project performance at these sites.

Other Accomplishments

Describe in detail any additional project or member accomplishments that are not reported within the work plan. Include any awards received.

Stories

Include stories that would best communicate to the public how AmeriCorps*VISTA members get things done in your community. Particularly helpful are stories that include numerical results and sustainable solutions.

Attachments and Links

List the attachments, or links to documents, that will be submitted as part of the Progress Report. Examples of attachments include copies of press clippings, flyers, letters or other documents that relate to the members' activities and accomplishments.

Review & Submit Section

Welcome James

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Review and Submit

Grant Info

Grant #: 07VSNIL003

Project Period
01/21/2007 - 12/22/2007

Status: Progress Report
Initial Entry

Legal Applicant Info

Chicagoland Community
Center
5555 Lake Drive
Chicago, IL 60640

Progress Report

Please review and submit your information

Report Information [view/print PR](#)

Grant #: 07VSNIL003 - AmeriCorps VISTA State FY 2007

Due Date: 03/31/2007

Status: Progress Report Initial Entry

Reporting Period: 01/21/2007 - 03/31/2007

Demographic Information: [edit](#)

of VISTA Members on board at end of reporting period: 0

of VISTA Members supported by cost share: 0

of Community Volunteers serving: 0

of Community Volunteers serving who are Baby Boomers: 0

of Service Hours performed by Community Volunteers: 0

Dollar value of cash resources developed by VISTA Members: 0

Dollar value of non-cash resources developed by VISTA Members: 0

Narratives: [edit](#)

Challenges: entered

Recruitment: not entered

Training/Technical Assistance Needs: not entered

Partnership/Collaboration Development: not entered

Resource Development: not entered

Sustainability: not entered

Multi-Site Performance: not entered

Other Accomplishments: not entered

Stories: not entered

Attachments and Links: not entered

Available Actions: [view/print PR](#)

Submit Progress Report

Privacy Act Statement: In compliance with the Privacy Act of 1974, the following information is provided. The collection of this information is authorized by the National and Community Service Act, as amended by the National and Community Service Trust Act of 1993. The primary purpose of the user account is to provide a means that allows individuals to record, track, and provide comment on their volunteer services. Providing this information is required in order to properly evaluate each applicant who wants to be selected as a peer reviewer. All information collected through the application process is available only to the Corporation, and will not be provided to any organization outside the Corporation. OMB Control Number - 3045-0090 Expiration Date: 08/31/2004

If you click on "view/print PR," it will pull up a PDF document that will have all the data you had entered into the Progress Report. You can print it for proof reading purposes or save the PDF document for your own use.

View/Print Report

3/12/2007, 10:34 AM, EST

home my account help logout

Corporation for
NATIONAL & COMMUNITY SERVICE

Here's a sample PDF document that gets created when you click on "view/print report."

Search Web 73%

If you open the PDF report after you have submitted the Progress Report, the word "DRAFT" will not appear on the top.

DRAFT

AmeriCorps*VISTA Progress Report

Run by: CSPANOWNER
on: March 12, 2007 11:28 AM

Legal Applicant: Chicagoland Community Center
Address: 5555 Lake Drive
City/State/Zip: Chicago IL 60640
Fax: (773) 000-0000

Project Name: Volunteers are Great!
Project Director: James Chicagoland
Telephone: (773) 000-0000
Email: test@cns.gov

Grant Number: 07VSNIL003

Period Covered by this Report:
From: 01/21/2007 to 03/31/2007

Data Updates

# of VISTA Members on board at end of reporting period	0
# of VISTA Members supported by cost share	0
# of Community Volunteers serving	0
# of Community Volunteers serving who are Baby Boomers	0
# of Service Hours performed by Community Volunteers	0
Dollar value of cash resources developed by VISTA Members	0
Dollar value of non-cash resources developed by VISTA Members	0

Member and Sponsor Development

AmeriCorps *VISTA	Supervisors	CNCS Funded	Funded by Other Source	Comments
On-Site Orientation		N	N	
Community Outreach		N	N	
Community Volunteer Generation/Recruitment		N	N	
Effective Volunteer Management		N	N	
Resource Mapping		N	N	
Resource Development/Fundraising		N	N	

1 of 5

Done Unknown Zone

Submitting the Progress Report

Welcome James

Progress Report

Report Information

Data Updates

Member Development

Project Plan

Narratives

Review and Submit

Grant Info

Grant #: 07VSNIL003

Project Period
01/21/2007 - 12/22/2007

Status: Progress Report
Initial Entry

Legal Applicant Info

Chicagoland Community
Center
5555 Lake Drive
Chicago, IL 60640

Progress Report

back

Please review and submit your information

Report Information [view/print PR](#)

Grant #: 07VSNIL003 - AmeriCorps VISTA State FY 2007

Due Date: 03/31/2007

Status: Progress Report Initial Entry

Reporting Period: 01/21/2007 - 03/31/2007

Demographic Information: [edit](#)

of VISTA Members on board at end of reporting period: 0

of VISTA Members supported by cost share: 0

of Community Volunteers serving: 0

of Community Volunteers serving who are Baby Boomers: 0

of Service Hours performed by Community Volunteers: 0

Dollar value of cash resources developed by VISTA Members: 0

Dollar value of non-cash resources developed by VISTA Members: 0

Narratives: [edit](#)

Challenges: entered

Recruitment: not entered

Training/Technical Assistance Needs: not entered

Partnership/Collaboration Development: not entered

Resource Development: not entered

Sustainability: not entered

Multi-Site Performance: not entered

Other Accomplishments: not entered

Stories: not entered

Attachments and Links: not entered

Available Actions: [view/print PR](#)

Submit Progress Report

Privacy Act Statement: In compliance with the Privacy Act of 1974, the following information is provided. The collection of information is for the purpose of the Community Service Act, as amended by the National Community Service Act, and provide comment on their volunteer activities in order to properly evaluate each applicant who has been provided to the organization outside the 08/31/2004

When you click on "Submit Progress Report" it will get submitted or pull up an errors list, if you have not fully completed the Progress Report. On the errors list, it will indicate the specific error that you need to fix.

Submitting the Progress Report

3/12/2007, 10:38 AM, EST

home my account help logout

Corporation for
NATIONAL & COMMUNITY SERVICE

https://204.124.231.9/espan/gr_prog/validate_popup.jsp?pr=63799&submit=1&sid=fe...

Progress Report Validation close

Progress Report Errors List

Narratives	Training/Technical Assistance Needs - Missing narrative
Narratives	Other Accomplishments - Missing narrative
Narratives	Partnership/Collaboration Development - Missing narrative
Narratives	Resource Development - Missing narrative
Narratives	Stories - Missing narrative
Narratives	Sustainability - Missing narrative
Narratives	Attachments and Links - Missing narrative
Narratives	Multi-Site Performance - Missing narrative
Narratives	Recruitment - Missing narrative

Make sure you fix all the errors listed in the "Errors List" by going to the appropriate Progress Report section.

Chicago Center
5555 Lake Drive
Chicago, IL 60640

Done Internet

Narratives: [edit](#)

Challenges: entered

Submitting the Progress Report

Welcome James	
Progress Report	
Progress Report	back
Report Information	Please review and submit your information
Data Updates	Report Information view/print PR
Member Development	Grant #: 07VSNIL003 - AmeriCorps VISTA State FY 2007
Project Plan	Due Date: 03/31/2007
Narratives	Status: Progress Report Initial Entry
Review and Submit	Reporting Period: 01/21/2007 - 03/31/2007
Grant Info	Demographic Information: edit
Grant #: 07VSNIL003	# of VISTA Members on board at end of reporting period: 0
Project Period 01/21/2007 - 12/22/2007	# of VISTA Members supported by cost share: 0
Status: Progress Report Initial Entry	# of Community Volunteers serving: 0
	# of Community Volunteers serving who are Baby Boomers: 0
	# of Service Hours performed by Community Volunteers: 0
	Dollar value of cash resources developed by VISTA Members: 0
	Dollar value of non-cash resources developed by VISTA Members: 0
Legal Applicant Info	Narratives: edit
Chicagoland Community Center 5555 Lake Drive Chicago, IL 60640	Challenges: entered
	Recruitment: entered
	Training/Technical Assistance Needs: entered
	Partnership/Collaboration Development: entered
	Resource Development: entered
	Sustainability: entered
	Multi-Site Performance: entered
	Other Accomplishments: entered
	Stories: entered
	Attachments and Links: entered
	Available Actions: view/print PR
	Submit Progress Report →
	Privacy Act Statement: In compliance with the Privacy Act of 1974, the following information is provided. The collection of information is for the purpose of the Community Service Act, as amended by the National Community Service Act, and provide of the user account is to provide comment on their volunteer order to properly evaluate each applicant who wants to be selected as a peer reviewer. All information collected through the application process is available only to the Corporation, and will not be provided to any organization outside the Corporation. OMB Control Number - 3045-0090 Expiration Date: 08/31/2004

Once you have fixed the errors, click on "Submit Progress Report" again.

Submitting the Progress Report

3/12/2007, 10:55 AM, EST

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SERVICE** 

eGRANTS



Thank you

You have successfully completed the action to Submit Progress Report on 3/12/2007 at 10:54 AM, EST.

[Return to CNCS website](#) 

[Return to Progress Report list](#) 

[Go to your eGrants home](#) 

A message will appear indicating that you have submitted the Progress Report. Once you submit your Progress Report, please send an email to your State office indicating that you have submitted your report.

Submitted Progress Report

3/12/2007, 10:58 AM, EST

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eGRANTS



PROGRESS REPORT FOR EXISTING GRANTS

Welcome James

Grant #07VSNIL003 - VISTA State 

Reporting Date	Due Date	Extension Date	Status	
01/21/2007 - 03/31/2007	03/31/2007		Progress Report Submitted	view print

508 Approved | [Report a Bug](#) | [disable the pictures](#)

When you revisit the Progress Report template you will notice the status of the Progress Report you submitted will have changed to "Progress Report Submitted." You will be able to view and print that Progress Report but not edit.

Progress Report 30-Day Due Notice

Purpose: Pre-Notice for Coming Deadline – PRs

To: Grantee - Project Director (email)

CC: Grantee - Authorized Representative (email) – select programs only (e.g., Senior Corps)

CC: POs (eGrants notification only)

Letter Type: Email

Letter Code: PR_30D

Notification Name: 30-Day PR Pre-Notice

Text:

An automated email will be send to the Project Director 30 days prior to a Progress Report due date.

Dear <<Proj_Dir_Name>>:

The Corporation's records indicate that your organization's progress report for grant/project <<Grant_Nbr>> covering the period ending <<PR_Period_End_Date>> is due in 30 days.

The progress report is a requirement of your grant/project and provides a summary of program activities during the preceding period. Please submit the progress report through the Corporation's eGrants system by <<PR_Due_Date>>.

If you have questions regarding the progress report, please contact me at <<PO_Phone>> or by e-mail at <<PO_Email>>. If you need eGrants assistance (e.g., eGrants password, error message), please contact the eGrants Help Desk at (202) 606-5014 or 1-888-677-7849 or by email at eGrantsHelp@cns.gov.

Thank you,

<<PO_Name>>

Corporation for National and Community Service

Please note: This is a computer-generated notice. If you have already submitted your progress report for this reporting period, please disregard this message.

Contact/Resource Info

**For Guidance in regard to Progress Report Guidelines and Policies,
please contact your CNCS State Office**

CNCS General VISTA Progress Report Instructions could be found at:

http://www.americorps.gov/forms/ac_vista_progress_report.pdf

**(Please check with your CNCS state office for any additional state specific
guidelines)**

For eGrants related Technical Issue and Problems, please contact:

eGrants Help Desk: 1-888-677-7849 (Ext. 533)

email: eGrantshelp@cns.gov

For assistance in Developing your Performance Measurements,

Contact:

Project Star: 1-800-548-3656

www.projectstar.org

Thank you!

Hope you enjoyed the presentation

All the best with your PPR Submission process!!!

Created and Presented by Kapila Wewegama
eGrants Coaching Unit
JBS International/Aguirre Division
1-888-333-8272